

REGULAR AGENDA MEETING
Mayor and Council
Borough of Harrington Park, New Jersey
June 13, 2016

(PAH) Call Meeting to Order

Time: 7:00pm

Mayor's Announcement:

In compliance with Chapter 231, Public Law 1975, adequate notice of the meeting was made. It is included in the Annual Meetings posted on the bulletin board in the Municipal Center. Copies have been mailed to the BERGEN RECORD, SUBURBANITE and THE NORTHERN VALLEY PRESS. A copy has been filed with the Borough Clerk, and copies have been mailed to individuals requesting the same.

(ALB) Roll Call:

	PRESENT	ABSENT
NAPOLITANO(AN)	x	
EVANELLA (GE)	x	
WALKER (DW)	x	
FITZGERALD (LF)	x	
PEDERSEN (JP)	x	
CHUNG (JC)	x	

Also present:

Ms. Ann H. Bistriz, Borough Clerk (ALB)

Mr. Kunjesh Trivedi, Borough CFO/ CTC (KJT)

(PAH) Consent Agenda-Resolutions-

All matters listed under this section are considered to be routine by the Borough Council and will be enacted by one motion as listed below. There will not be separate discussion of these items. Should discussion be desired, that item will be removed from the Consent Agenda and will be considered separately under New or Old Business on the Agenda.

Consent Approval Items (A- J)

(GE) Advanced Limo-Annual Municipal Consent A

HSA Raffle License # 250 B

(DW) Asphalt Core Drilling and Testing-Authorization to Proceed C

Professional Agreement-Neglia Engineering-Highland Field Compost Facility D

Payment of Application Fee for State Permit-Compost Facility E

(LF) Green Team Continued Support For Sustainable NJ Application F

(JP) Memorialize Authorizing Refund of Refund Redemption Monies to Outside Lienholder G

Authorizing the Borough Tax Collector to Prepare and Issue Estimated Tax Bills H

(JC) Safe Streets to School I

Review of Swim Club Additional Insurance Policies-Eifert French J

Motion JP

Second JC

Roll Call AIF

Individual Committee Reports

(PAH) Mayor Hoelscher

Bergen County League of Municipalities Resolution-Addendum K

Would like Council to consider next meeting. The State has taken much of our funding and aid, and only demands more from our communities. They should spend some time in our smaller towns and see how efficiently they are run. The Bergen County League of Municipalities, as well as, the Northern Valley Mayors has approved this resolution already.

(AN) Planning Bd., Bd. of Adjustment, Construction, Fire, Ambulance

(GE) Police, Municipal Court, Personnel

(DW) DPW, Building & Grounds, Sanitation/Recycling

Letter was received from Mr. Vasiliadis thanking the DPW for the excellent work preparing the site for the tree he planting in honor of his daughter. His landscaper told him that this was the best prep work he has seen from a municipality.

PAH thanked DW for making it publically known that Mr. Kiernan is doing a good job.

(LF) Board of Health, Environmental Commission

(JP) Finance, Admin. & Exec., Grants

Corrective Action Plan-Addendum L

Approving the Corrective Action Plan for the Fiscal Year Ending

December 31, 2015-Addendum M

KJT reviewed the audit which was distributed in April for Council review and comment. Also included was the 2015 Corrective Action Plan which has been addressed as well. Council reviewed page 116.

Also noted was the Overtime for police. For many years a 15% administrative charge was applied to all those who utilized our police for traffic control.

However, the ordinance (2008) reads 20%. As of January 1, 2016, the correct amount has been charged.

Motion-JP

Second JC

Roll Call Vote AIF

(JC) Recreation Commission, Liaison to Board of Education, Public Information

Fishing Derby is scheduled at Pondside Park on June 19, 2016 at noon. Open to all Harrington Park residents.

Junior Woman's Club concert on Memorial Day was very well attended. PAH would like to work with them to keep this as an annual event. It was nice to see all the residents out on their lawn chairs, enjoying the music and the children playing on the swings and fields.

JP added the band was very good.

JC stated this was also a very successful fund raiser.

JP discussed the safety issue of the merry go round ride. His grandson was almost injured and ended up in a very compromising position. He would like the Recreation Commission to consider replacing it with something else. The small children that use it properly are not the issue, but rather the older children that get involved and increase the speed, making the ride dangerous.

Motion was made by JC to notify the Recreation Commission to consider the safety aspect of the merry go round at Highland Field, and replace with a safer ride for children.

PAH added a catalog was provided to JC that Recreation may want to review.

Second JP

Roll Call Vote-AIF

(ALB) Borough Clerk/Administrator

**Next Meeting: Second Reading Ordinance #704 Amendment to Traffic Code
Liquor Licenses-Fire Department, Dino's, The Store
Community Development Representatives FY 2016
Snow Plow Program with Bergen County
DPW Mutual Aid-Riverside Cooperative**

Items will be all on the next agenda for consideration by council. PAH added that the DPWs already work together very well in this area. This agreement through Riverside Cooperative will enhance what is already in place.

Old Business

~~(AN) Transfer of Police Generator to Fire Department~~

New Business

~~(AN) Clothing Bin at Recycling Center for Fire Department~~

Meeting Open to Public

Motion GE

Second JP

Vote AIF

Meeting Closed to Public

Motion GE

Second JP

Vote AIF

(PAH) Motion for Closed Session GE Time: 7:23pm
Second JP
Vote AIF

RESOLUTION

WHEREAS, N.J.S.A. 10:4-12 permits a public body to conduct business in Closed Session during a public meeting; and

WHEREAS, the Mayor and Council deem it necessary to discuss certain matters in Closed Session as permitted by the aforesaid statute.

1. Contractual-Department of Public Works
2. Personnel-Police

BE IT FURTHER RESOLVED that discussion of the aforementioned subjects may be made public at such time as disclosure of the discussion will not detrimentally affect the interest and Borough as to said discussion.

Return to Open Session 8:53pm

Adjournment-Time: 8:54pm

Motion: JP

Second: GE

Vote: AIF

Addendum A
RESOLUTION 2016-93
Advanced Limo

BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park that it authorizes the Borough Clerk to write a letter of Municipal Consent for the calendar year 2015 for Advanced Limo, 17 Harrington Court, Harrington Park, New Jersey, Danny Jin Chung, President, to procure Livery N.J. plates through the NJ Department of Motor Vehicles.

BE IT FURTHER RESOLVED the applicant has submitted the necessary documents and copies of current insurance to conform with the rules and regulations governing such vehicles in the Borough of Harrington Park.

BE IT FURTHER RESOLVED this Municipal Consent covers the following
Vehicle Identification Numbers for Advanced Limo for the Year 2016:
2010 Lexus LS460 JTHCL5EF4A5007986

Addendum B
RESOLUTION 2016-94
Off Premises Raffle License RA250-Harrington Park Home & School Assoc.

BE IT RESOLVED by the Mayor and Council of the Borough of Harrington Park that the Off Premises Raffle Application RA # 250 for the Harrington Park Home & School Association, to be held on October 14, 2016, 3pm at 191 Harriot Avenue, Harrington Park be approved as submitted providing all rules and regulations of Legalized Games of Chance Control Commission are adhered to.

Addendum C

RESOLUTION 2016-95

Memorialization: Asphalt Core Drilling and Testing-Authorization to Proceed

WHEREAS, it has been determined that as part of the NJDOT Lynn Street paving project No 16-101, asphalt core drilling and testing is necessary prior to the commencement of paving, and

WHEREAS, a Proposal of Services was received from Key-Tech for the estimated amount of \$1300.00 and

NOW, THEREFORE IT BE RESOLVED, that the Mayor and Council have given the "AUTHORIZATON TO PROCEED" to Key-Tech so the NJDOT Lynn Street paving project may proceed.

Addendum D

RESOLUTION 2016-96

GREEN TEAM CONTINUED SUPPORT For Sustainable NJ Application

WHEREAS, the Mayor and Council of the Borough of Harrington Park created the Harrington Park Green Team Ad-Hoc Committee on October 7, 2009, and

WHEREAS, this committee's membership includes the Mayor, the Environmental Commission, the Borough Planner and 10 residents, and

WHEREAS, the Green Team is an advisory board to the Environmental Commission.

BE IT RESOLVED, that the Green Team has been formed to develop strategies that will reduce the impact on the environment in the pursuit of obtaining Sustainable New Jersey Certification for the Borough of Harrington Park.

BE IT FURTHER RESOLVED, that the Mayor and Council of Harrington Park are deeply appreciative and supportive of the achievements, benefits and support that the Green Team provides for the residents and employees of the Borough of Harrington Park in their endeavor of the their application for recertification of Sustainable New Jersey 2016.

Addendum E

RESOLUTION 2016-97

AGREEMENT FOR PROFESSIONAL SERVICES

WHEREAS, Neglia Engineering Associates has provided the Borough with an Agreement for Professional Services for engineering services for the Bergen County Soil Erosion Permit Package Submission for the Highland Field Compost Facility, dated June 06, 2016; and

WHEREAS, the Agreement for Professional Services includes a lump sum cost of \$1,750 representing Engineering Services to prepare the permit package submission; and

WHEREAS, the CFO has certified that these funds have been appropriately budgeted for; and

BE IT FURTHER RESOLVED, that the Mayor and Borough Clerk are hereby authorized to execute the agreement of services for the Bergen County Soil Erosion Permit Package Submission for the Highland Field Compost Facility for Neglia Engineering Associates, 34 Park Avenue, Lyndhurst, New Jersey.

Account # T15-56287-000-801

Addendum F
RESOLUTION 2016-98
AGREEMENT FOR APPLICATION FEE

WHEREAS, Neglia Engineering Associates has provided the Borough with an Agreement for Professional Services for engineering services for the Bergen County Soil Erosion Permit Package Submission for the Highland Field Compost Facility, dated June 06, 2016; and

WHEREAS, part of the permit submission package will require a credit card fee payment for an amount not to exceed of \$500; and

WHEREAS, the CFO has certified that these funds have been appropriately budgeted for; and

BE IT FURTHER RESOLVED, that the Mayor and Borough Clerk are hereby authorized to execute the agreement for a credit card fee for the Highland Field Compost Facility for Neglia Engineering Associates, 34 Park Avenue, Lyndhurst, New Jersey.

Account # T15-56287-000-801

Addendum G
RESOLUTION 2016-99
MEMORIALIZE
AUTHORIZING REFUND OF REFUND REDEMPTION MONIES TO OUTSIDE
LIENHOLDER

WHEREAS, at the Municipal Tax Sale held on November 20 2013, a lien was sold on Block 1204 lot 5 also known as 21 Park St LLC for 2012 delinquent taxes, and

WHEREAS, this lien, known as Tax Sale certificate # 12-00001, was sold to US Bank Cust/Pro CAP III for \$8257.35 and at 0% and \$11,900 premium

WHEREAS, 21 Park St LLC has effected redemption of certificate #12-00001 in the amount of \$57,726.41

NOW, THEREFORE, BE IT RESOLVED, That the Treasurer be authorized to issue a check in the amount of \$57,726.41 to US Bank Cust/ Pro Cap III, 50 S 16th St, Suite 1950, Philadelphia, PA 19102 for redemption of Tax Sale Certificate number 12-00001

BE IF FURTHER RESOLVED, That the Treasurer be authorized to issue a check in the amount of \$11,900.00 (Premium) to the aforementioned lienholder.

Addendum H
RESOLUTION 2016-100
AUTHORIZING THE BOROUGH TAX COLLECTOR TO PREPARE AND ISSUE
ESTIMATED TAX BILLS

Whereas, due to the late adoption of the 2016 Bergen County Budget, the Bergen County Board of Taxation is unable to certify tax rates for the year 2016 and

Whereas, without a 2016 certified tax rate the Tax Collector of the Borough of Harrington Park will be unable to issue 2016 tax bills on a timely basis;

Now, Therefore, Be it Resolved by the Mayor and Council of the Borough of Harrington Park, as follows;

1. The Tax Collector of the Borough of Harrington Park is hereby authorized and directed to prepare and issue estimated tax bills for the Borough of Harrington Park for the third installment of 2016 taxes. The Tax Collector shall proceed and take such actions as are permitted and required by Chapter 72, Public Laws of 1994 and N.J.S.A. 54:4-66.2 and 54:4-66.3
2. The entire estimated tax levy for 2016 is hereby set at \$24,369,995.89. The estimated tax rate for 2016 is hereby set at \$2.720.

	Estimated Tax Bill 2016	
	sent tax Bills	
		Tax Rate
County	\$ 2,362,142.69	0.264%
county open space	\$ 24,893.20	0.003%
Municipal Open Space	\$ 89,587.00	0.010%
district school	\$ 11,599,055.00	1.295%
Regional School Levy	\$ 5,289,585.00	0.590%
Library Levy	\$ 325,314.00	0.036%
Municipal Levy	\$ 4,679,419.00	0.522%
	\$ -	
	\$ 24,369,995.89	2.720%

Addendum I
RESOLUTION 2016-101
SAFE STREETS TO SCHOOL

Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Harrington Park – Safe Routes to School 2016 project.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Harrington Park formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as SRS-2016-Harrington Park - Safe Routes to Sc-00059 to the New Jersey Department of Transportation on behalf of the Borough of Harrington Park.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Harrington Park and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Addendum J
RESOLUTION-2016-103

Review of Swim Club Insurance Policies-Eifert French

WHEREAS, the Mayor and Council of the Borough of Harrington Park have authorized Mr. Brian Eifert, of Eifert French, Municipal Risk Managers, to coordinate property coverage for three (3) building structures at the Harrington Park Swim Club; and

WHEREAS, such additional coverage is subject to authorization of approval by the Swim Club Executive Board.

THEREFORE BE IT RESOLVED that any additional fees related to this additional coverage shall be paid by the Harrington Park Swim Club.

Addendum K
RESOLUTION 2016-104

URGING DELETION OF USE LIMITATION
IMPOSED BY SECTION I PRIOR TO PASSING A-302 AS AMENDED

WHEREAS, the Assembly Appropriation Committee released A-302; and

WHEREAS, the legislation provides for a phased in restitution of the \$331 million, which has been annually diverted from the dedicated municipal funding programs– the Energy Tax Receipts Property Tax Relief Fund (ETR) and the Consolidated Municipal Property Tax Relief Aid (CMPTRA); and

WHEREAS, for the past six years, these funds have been used to address unspecified state priorities; and

WHEREAS, A-302 would, by Fiscal Year 2021, bring funding for all municipalities back to 2008 levels; and

WHEREAS, Section 1 would require any restored finding to be SUBTRACTED from the municipalities adjusted tax levy; and

WHEREAS, the levy reduction mandate prevents municipal officials from addressing local needs; and

WHEREAS, while we support the sponsors' effort to restore important assets to local government, we urge the Legislature to consider the need for local officials to determine how the restored assets are utilized;

NOW THEREFORE BE IT RESOLVED, that the Bergen County League of Municipalities requests the Legislature to delete the use limitation imposed by Section I prior to passing A-302 as amended.

Unanimously approved by those in attendance at a duly constituted meeting of the Bergen County League of Municipalities which represents all 70 towns in Bergen County on May 10, 2016.

Addendum L

RESOLUTION 2016-105

Corrective action plan AUDIT 2015 Borough of Harrington Park

1. **Comment 1:** All Capital Contracts be encumbered when awarded by governing body

ACTION: CFO will make sure that Technical Directive number 1 will be followed. Also CFO already has informed and made all the department heads aware that This Technical directive must be followed. All the contracts will be encumbered as soon as awarded.

2. **Comment 2:** Grant receivable balances be reviewed for collectability or otherwise cleared of record. Additionally, inactive appropriated reserves be expended or canceled.

ACTION: CFO will make sure that by year end all the reserves will be either expended or canceled. Also Grant fund will be reviewed for collectability or clearance of record.

3. **Comment 3:** trust reserve balances be reconciled to audit balances

ACTION: CFO will make sure that all the trust and grant reserves balances are according to Audit balances.

4. **Comment 4:** administrative fees relating to police outside duty be charged in accordance with approved fee ordinance.

ACTION: CFO has corrected the administrative fees relating to police outside duty and being charged correctly as of 1/1/16.

Addendum M

RESOLUTION 2016-106

**APPROVING THE CORRECTIVE ACTION
PLAN FOR THE FISCAL YEAR ENDING DECEMBER 31, 2015**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to cause an annual audit of its books, accounts and financial transactions to be made and completed within six months after the close of its fiscal year; and,

WHEREAS, in accordance with OMB Circular A-133, 98-07, and Local Finance Notice CFO 97-16, all local government units must prepare and submit a Corrective Action Plan as part of the annual audit process, and,

WHEREAS, the Corrective Action Plan shall cover all findings and recommendations, including state, federal, and general or financial statement findings in the audit report; and,

WHEREAS, the Chief Financial Officer shall prepare said Corrective Action Plan with the assistance from other officials affected by the audit recommendations; and,

WHEREAS, the Corrective Action Plan must be approved by the governing body of the local unit and is to be submitted to the Division of Local Government Services; and,

NOW THEREFORE BE IT RESOLVED, by the Municipal Council of the Borough of Harrington Park that the Corrective Action Plan for calendar year December 31, 2015 is hereby approved. A copy will be sent to local Finance board.

